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**Minutes of DPS Board of Elevator Examiners**  
**Wednesday October 23<sup>RD</sup>, 2013**

**Time:** 9:20 am

**Location:** 365 East Street, Tewksbury, MA/Conference Room

Meeting of the Board of Elevator Examiners

This meeting was held in accordance with G. L. c. 30A, §§ 18 - 25 the MA Open Meeting Law

The meeting was called to order by Patrick Coyle and attendees were announced.

**Attendees:**

Patrick Coyle, Chairman

Lenny Chase, Member/Elevator Supervisor

Paul Keyes/Member/Elevator Supervisor

Ed Sandell, Member/Elevator Supervisor

George Ramian, Member/Elevator Supervisor

George Dahlquist, Member/Elevator Supervisor

Pam Hodge, Clerk of Record

Guest/ Walter Zalenski, D. P. S. Chief of Elevators

- **Minutes:** October 9th, 2013 minutes were reviewed: Lenny Chase made a motion to accept the minutes of the last meeting as read, and George Ramian second the motion. Chair asks if any further discussion on the motion. Lenny Chase asks if any further news about the Scantron. Does it take a lot to get an update on this program? Does Joanne Shea have to buy it? Chief Zalenski said yes, we have to buy the Scantron software and hold on to it. The Scantron software that were using now is no longer available, so both computers are going to have to be updated, and we have to purchase the software. I will look into it first thing in the morning. Chair said we have testing in a couple of weeks; we will not use it, but definitely would like to use it by next year's examination. It's going to take time to type all these questions into it. Walter Zalenski said he would get to it in the morning and get back to him. Chair said he would appreciate it, thank you chief. Chair asks any further discussion on the motion. No further discussion, chair calls for a vote all in favor, Ed Sandell (I), Lenny Chase (I), Paul Keyes (I), George Ramian (I), George Dahlquist (I), Patrick Coyle (I), Accepted. (unanimous) (6-0).
- **New Business:** George Dahlquist said he'd like to mention something; he's been doing modernizations lately, and what he's running into is a medical emergency halo - medical emergency word, written in blue, and yet it's code blue, that belongs to the hospital; and yet it has nothing to do with EMT key. But it's very misleading when you come to the main floor and you would look at it and say it's our medical emergency key, and it's not. It's on 12 floors at the Children's Hospital just for their use. Chair said it's in every hospital. Dahlquist said it's misleading. It should at least read "HOSPITAL" underneath it, so you're not mislead. Chair said is this something we want to address or should this go to the Board of Regulations. I personally think it should go to the Board of Regulations because it has nothing to do with licensing; it has to do with elevators. George said he would ask to have it on the agenda for the next B. E. R. Meeting.
- At 9:25 Chair ask if any other new business. Members reply no. Chair asks that a motion be made to go into Executive Session; to prepare new questions for the Elevator License Examination. Ed Sandell made a motion to go to Executive Session and Lenny Chase seconds it. Chair does a roll call, Keyes (I), Ramian (I), Sandell (I), Chase (I), Dahlquist (I), and Coyle (I). All in favor (unanimous) (6-0).

At 11:45 a.m. Chair and Board members return from Executive Session. Lenny Chase made a motion to adjourn from the Executive Session and return to the regular business meeting, Ed Sandell seconds the motion. Chair asks any new business? Members reply no. No new business, so chair accepts a motion to adjourn. Chair did a roll call, Paul Keyes (I), George Ramian (I), Lenny Chase (I), Ed Sandell (I), George Dahlquist (I), and Pat Coyle (I), unanimous (6-0). Chair asks any discussion on the motion? Members reply no; therefore Paul Keyes made a motion to adjourn the regular business meeting and George Dahlquist seconds the motion. All in favor (unanimous).

**Next meeting of the B. E. E. is November 6<sup>th</sup>, 2013.**

Adjourned: 11:48

Prepared By P. Hodge/Clerk of Record